

219 North Main Street | Suite 402 | Barre, VT 05641 (p) 802-479-1700 | education.vermont.gov

## **MEMORANDUM**

TO: Superintendents

FROM: Office of Educator Licensing SUBJECT: Viewing Educator Credentials

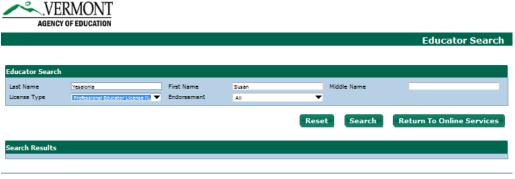
DATE: 6/2/14

We are writing to inform Superintendents and other stakeholders that anyone can visit the *Vermont Online Licensing System for Educators* and check on an educator's <u>current</u> credentials by following this procedure:

- 1. Go to <a href="https://alis.edlicensing.vermont.gov/login.aspx">https://alis.edlicensing.vermont.gov/login.aspx</a>
- 2. Click on 'To search for an educator'



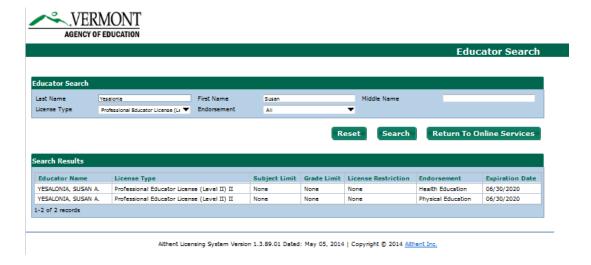
3. Fill in the educator's name in required fields, and/or the type of license or endorsement you wish to view. Then click on the 'search' tab.





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4. You will be able to view the type of license an educator holds, the endorsement(s), any limitations or restrictions, and the date the license expired for current endorsements ONLY.



5. This information is generated directly from the *Vermont Online Licensing System for Educators*, a secure portal, that is current in real time, *and which also serves as an appropriate means of ensuring* whether an educator possesses a valid Vermont educator's license. If you have any questions, please call the Licensing Office at (802) 479-1700.